

MINUTES FOR THE July 13, 2017, BOARD MEETING OF THE SUPERVISORS FOR THE CLAY SOIL & WATER CONSERVATION DISTRICT, HELD AT THE DISTRICT OFFICE, MOORHEAD, MN.

The meeting was called to order by Supervisor Hildebrandt at 4:00 p.m.

ROLL CALL: Members present: Joel Hildebrandt, Vice Chairperson
 Randy Schellack, Secretary
 Carol Schoff, Treasurer
 Richard Menholt, Reporter

 Others present: Kevin Kassenborg, District Manager
 Lynn Foss, Water Resource Management Technician
 Gabe Foltz, District Technician/ CAI
 Craig Halverson, District Technician/ CFO
 Amanda Lewis, District Coordinator
 Tony Nelson, PF Biologist
 Sharon Lean, District Conservationist
 Jim Haney, County Commissioner
 Ted Sanders, RDO
 Stan Hanson, Houston Engineering
 Steve Hofstad, BWSR

 Absent: Paul Krabbenhoft, Chairperson
 Jenny Mongeau, County Commissioner
 Sharon Askelson, WRWD Manager

The Pledge of Allegiance was recited.

APPROVE AGENDA:

M/S/P, Schellack/Schoff, to approve the July agenda. Motion carried.

Meeting and mileage forms completed by Supervisors.

HORIZON SHORES DEVELOPMENT PROJECT:

OPEN SESSION MEETING:

At 4:05 Lynn discussed the development project application that could potentially impact a wetland located on the property. Stan Hanson, Houston Engineering and Ted Sanders, RDO, gave a brief description of the project and the wetland it could impact. Steve Hofstad stated that according to the WCA rules there is sequencing requirements that have not been met in order for an application to be approved. Lynn and Steve will work with Houston Engineering and the applicant to address these issues. The board decided not to approve the application at this time. More to come.

Stan and Ted left the meeting.

CLOSED SESSION MEETING:

At 4:25 the Board discussed the project and alternatives for the wetland impact. Steve suggested having something in our policy stating the amount of time an application has to be submitted before it can go before the board, there was a discussion held. The meeting closed at 4:40

SECRETARY'S REPORT:

A draft copy of the June 8, 2017, meeting minutes was emailed to the Supervisors prior to the July meeting.

M/S/P, Schoff/Schellack, to approve the June 8, 2017 minutes. Motion carried.

TREASURER'S REPORT:

Mandy discussed the financials.

M/S/P, Schellack/Menholt, to approve the Treasurer's Report. Motion carried.

APPROVE STATE COST SHARE CONTRACTS REQUESTING ASSISTANCE:

CS 17-03 Swenson Grain and Cattle for a Water and Sediment Control Basin in the amount of \$4,000.00

M/S/P, Schellack/Schoff, to approve above CS contract for assistance. Motion carried.

APPROVE VOUCHERS PAID:

The list of vouchers from Elect #17-36-17-48, and Quick books checks #19360- 19413 was reviewed and credit given to have been paid by due date.

M/S/P, Schoff/Menholt, to approve the vouchers that had been paid as listed. Motion carried.

NRCS ITEMS: See attached copy of Sharon's report.

SWCD/NRCS COOPERATIVE WORKING AND OPERATION AGREEMENTS:

Kevin discussed the meeting. He stated that NRCS would like the agreements signed by July 14. Once they are signed they will be sent to Cathee Pullman to sign. The Operation Agreement will be reviewed and signed annually. There was a discussion held on the "per seat" cost to NRCS. At this time we would have to have enough time/services to account for \$20,000 for each SWCD staff to have a NRCS "seat". The Clay SWCD is looking into supplying their own computers and server along with telephone service with NRCS potentially providing one "seat" for the SWCD.

M/S/P, Schellack/Schoff, to approve signing the Cooperative and Operational agreements with potentially one seat being provided by NRCS. Motion carried.

Sharon Lean left the meeting at 5:00 pm

Jim Haney left the meeting at 5:05 pm

AREA 1 MEETING REPORT

There was a discussion held on the Cooperative and Operational Agreement presentation by NRCS and the Buffer Presentation by BWSR. Mandy discussed the resolution that was passed at the meeting.

AREA SERVER UPDATE

A TSA meeting was held following the Area 1 meeting in Crookston, MN. Carol stated that it was discussed and a motion made and passed for the TSA to pay the start-up fees for the Area server through Lakes Country Service Coop. Kevin stated that there are 8 SWCD's interested in the Area Server. Discussed the MOA and annual server costs for SWCD's.

BUFFER LAW:

Gabe discussed an on-site meeting that was held in Traverse County with Tom Gile, BWSR. There is a \$ 5 million Cost-Share program whereby funds will be available to assist landowners implementing the Buffer Law Clay SWCD will be receiving \$60,000 with 20% allowed for T&A. It was recommended by Bret Arne, BWSR to set a flat rate policy of \$300/acre for native grass seeding and 75% up to \$4,000 for Buffer alternative practices.

M/S/P, Schellack/Menholt, to approve the above mentioned rates. Motion carried.

ENFORCEMENT PROCEDURES FOR COUNTY AND WATERSHEDS:

Kevin stated that Randy, Gabe, Richard, and he attended a meeting with Clay County Commissioners, Jenny Mongeau and Frank Gross. The County has decided to accept jurisdiction for Clay County Public Waters buffers and for the Public ditches in Clay County Wild Rice Watershed District area. The Buffalo Red River Watershed District will accept jurisdiction for the Public ditches in their watershed in Clay County. Clay SWCD's role will be to make the county aware of any observations or problems that arise with the buffer program. There will be funding allowed for those entities that have accepted the enforcement role.

NITRATE TESTING PROJECT:

Lynn stated that the Nitrate Testing reminder post cards were sent out to landowners that have not yet responded. We have received the 2nd quarter request for expenditures, it was sent on to RMB laboratories. Once we receive it back it will be sent on to Kim Kaiser with the MN Department of Agriculture for payment. Kevin discussed the MN Department of Agriculture Nitrogen Rule. There will be a comment period on the rule through August 11.

BRRWD PLANNING GRANT APPLICATION APPROVED FOR "ONE WATERSHED ONE PLAN":

Kevin stated that the BRRWD application was approved. The process could take up to 18 months to complete. The MOA and orientation will be coming soon.

CREP UPDATE:

Tony stated that the program is up and running. There have been a couple people interested but no applications at this time. There was a webinar on June 10 to discuss the current CREP status.

OFFICE SPACE:

Kevin stated that he talked to Ron. There was no new information given at this time. More to come.

“25 by 25”:

Kevin discussed the meetings. Paul Krabbenhoft, Don Bajumpaa, and Kris Knutson will be at the meeting being held in Crookston on September 5. More to come.

FALL TOUR:

Kevin stated that the tentative date for the tour will be September 14. He asked that any special invitations be sent in. We will have the tour, lunch, and then our September board meeting on that day.

REPORTS:**COUNTY COMMISSIONER:**

Jim Haney stated that the Law Enforcement Center and Correctional Facility is coming along well. The parking lot is well on its way to being completed. There was a letter sent to Governor Mark Dayton to reopen the dialog to the diversion project.

WRWD:

No Report

MASWCD:

No report

CFO PROGRAM: Craig stated that he has 8 compliance checks to do. Re-registration is coming to an end. He has been working on RIM spot checks.

NO TILL DRILL: Craig stated that there has been 1,224 acres seeded with the no-till drills.

URBAN CONSERVATION:

Mandy stated that she built 3 rain barrels for Dorothy Anderson out of Walker, MN and delivered them when she went there for the Admin session. The pollinator workshops didn't have any attendees. However, Tony was interviewed about our Pollinator workshops by Fox news on June 21. She is working on designing a new Compost Tumbler for next year's workshops.

ADMINISTRATIVE SESSION:

Mandy stated that she attended the Administrative Session in Walker, MN on June 28-29. She presented on the Urban Conservation Program and workshops being held. There was a lot of interested SWCD's. She could possibly be working with Red Lake and Hubbard SWCD to get the program started in those areas. Mary Jo from Grant SWCD presented with her on Rain gardens. There was a session on the Grant Verification process and the Tax exempt status for SWCD's.

LWM/WCA:

See report

Lynn discussed the mitigation request that has been brought to him for an easement to access a parcel of land.

M/S/P, Schoff/Schellack, to approve the above mentioned mitigation request. Motion carried.

RUSLE 2 TRAINING:

Gabe, Lynn, and Tony discussed the training they attended earlier in the day at the Fish and Wild Life office in Detroit Lakes. RUSLE 2 could be used to incorporate the alternative practices for buffers.

PLANNING COMMISSION:

Randy stated that they discussed approvals of gravel mining. There was a mini storage facility approved east of Hawley. There was a request for an event center in Kragnes which was tabled.

RRVCSA:

Carol stated that it was approved at the meeting on June 20 to fund the start-up costs for the Area server through Lakes Country Service Coop. The next meeting will be held on November 8.

CAI UPDATE:

Gabe stated that Leo Splonskowski, L & M Road Services is still working on spraying spot areas. Gabe and Craig have sprayed roughly 35 miles of County ditches. Monica Chandler, MN Department of Agriculture, visited spurge sites in Elkton Township. There were beetles found at each site. There have been a couple requests for beetles. However, Gabe would have to collect the beetles and doesn't think there is enough at this time. He will be in Owatanna for training next week.

PF UPDATE: Tony stated that he will be doing 3 WRP checks in Ulen Township and in East Polk County next week. The Bid Requests were sent out for Dave Herbranson's Wetland Construction. Josh Nanik will be doing the construction after the Cultural Resource review is completed. Lois Jensen has 3 Grassland CRP Conservation Plans that are completed and need to be signed by October 1.

COUNTY MANAGEMENT TEAM MEETING: Kevin stated they discussed budgets. The Records office gave a report on their duties. There was discussion held on our Farm Bill contributions coming in.

UPCOMING EVENTS:

July 13-16- Clay County Fair.

July 17-19 – MACAI Annual Conference – Owatanna

July 18, 19, & 20 – Red River Ag Water Quality Issues Forum
Badger, MN, Ada MN, & Dumont, MN

August 10 – Board Meeting

ADDITIONAL ITEMS:

Kevin stated that the 2018 budget request has been submitted. The District Capacity funds of \$100,000 will be available for 2018 and 2019. The County Match portion will be available again for 2018.

NEXT MEETING DATE: August 10, 2017 - - - 4:00 p.m.

ADJOURN: Supervisor Hildebrandt called for a motion to adjourn the meeting.

M/S/P, Schellack/Schoff, to adjourn the meeting at 6:35 p.m. Motion carried.

BY: Amanda Lewis
District Coordinator

Randy Schellack
Secretary

Signature after approved Date